



SF Environment

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A Department of the City and County of San Francisco

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Mayor

Deborah O. Raphael
Director

City and County of San Francisco
Commission on the Environment
Operations Committee*

MEETING MINUTES DRAFT

Wednesday, October 16, 2019, 5:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

COMMITTEE MEMBERS: Commissioners Heather Stephenson (Chair), Tiffany Chu and Sarah Wan.

ORDER OF BUSINESS

Public comment will be taken before the Committee takes action on any item.

1. Call to Order and Roll Call.

The Commission on the Environment Operations Committee meeting was called to order at 5:01 p.m.

Present: Commissioners Stephenson, Chu and Wan.

President Bermejo was present for the meeting and there was a quorum of the Commission on the Environment.

2. Approval of minutes of the May 30, 2019 Commission on the Environment Operations Committee meeting. (Explanatory Document: May 30, 2019 Draft Minutes) (Discussion and Action)

Upon a motion by Commissioner Chu, and a second by Commissioner Wan, the minutes were approved without objection. (Ayes: Commissioners Stephenson, Chu and Wan. Noes: None)

There was no public comment.

3. General public comment. Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

There was no public comment.

4. Presentation on City-approved Department of the Environment FY 19-20 budget. Speaker: Joseph Salem, Program Manager, Finance & Administration (Discussion)

Joseph Salem, Program Manager, Finance & Administration, discussed variance in the budget submitted to the Board of Supervisors and Board recommended budget reductions.

Commissioner Stephenson asked about why there was a difference in the impound revenues, if the current budget accounts for a new office space and whether the new budget will take into consideration a new lease.

Commissioner Wan asked if the Department will be charged the same rate for an extended lease and when the FY 2021 budget will be presented to the Operations Committee.

There was no public comment.

5. Presentation on the progress of the Department of the Environment's Racial Equity Initiative.

Speakers: Sraddha Mehta, Senior Environmental Justice Coordinator and Soko Made, City Government Zero Waste Senior Coordinator (Discussion)

Sraddha Mehta, Senior Environmental Justice Coordinator and Soko Made, City Government Zero Waste Senior Coordinator discussed the City's commitment to racial equity, the Department's values, improving outcomes for all, the Department's Racial Equity Initiative, the citywide Racial Equity Team, what has been done, a Commission resolution on equity, the Department Racial Equity Steering Committee, staff training, tools for success, a staff survey, next steps and a Racial Equity Action Plan.

Commissioner Stephenson asked about the two phases of the plan and the involvement of other City departments and if the metrics will measure the business of the City or the implications of the work that the Department does.

Commissioner Chu asked about metrics for success and whether the metrics had already been developed.

President Bermejo asked if the Commission would be able to see the results of the staff survey including the comments and whether the results would come to the Operations Committee or the full Commission.

Commissioner Stephenson asked the presentation to the full Commission include the racial equity tool process.

Commissioner Chu asked how San Francisco's racial equity plan differs from Oakland's plan, how plans differ across City departments and how we can learn from other plans.

Commissioner Wan asked about how often staff receive equity training and what staff participated in the survey.

6. Presentation on the Multi-Family Mailer outreach campaign. Speaker: Cara Gurney, Senior Engagement Specialist (Discussion)

Cara Gurney, Senior Engagement Specialist, discussed a two-year rollout, campaign locations, new tactics, barriers, goals, prototypes for a mailer, prototype testing with the public, use of the City Seal, what residents will do with the mailer, summary of learnings, a property manager letter and toolkit, measured results and next steps.

Commissioner Stephenson asked about a previous outreach survey and whether it was the same audience, whether the Department considered doing the survey electronically, if the Department

has considered tracking responses through things like QR codes, convincing developers of multifamily buildings to make compost easier by design and Recology's response to growing demand caused by outreach.

Commissioner Wan asked about a timeline for outreach and the cost of compost bags as a barrier.

There was no public comment.

7. Engaging San Francisco's Diverse Communities on Climate Action and Policy. Speaker: Cyndy Comerford, Climate Program Manager (Discussion)

Cyndy Comerford, Climate Program Manager, discussed population, GDP and emission trends from 1990 to 2016, the global climate crisis at home, current San Francisco emissions sources, San Francisco's Climate Action framework, putting equity at the core of climate solutions, how San Francisco is meeting its goals, San Francisco declaring a climate emergency, the Focus 2030: A Pathway to Net Zero Emissions report, a path to net-zero emissions, recent legislation, community engagement for climate action, the importance of engaging diverse communities, the community engagement project timeline, coalition building, climate community engagement strategy ideas and a timeline to net-zero emissions.

Commissioner Chu discussed community outreach efforts by the San Francisco Municipal Transportation Agency including the Better Market Street Plan.

President Bermejo discussed handicap mobility.

President Stephenson discussed targeting the different stakeholders depending on their relation to the segments of the carbon emissions pie chart and developing a visual representation of how individual residents are contributing to the various segments of carbon emissions.

Commissioner Wan discussed developing a focus group or using stakeholder organizations communicate with hard to reach populations.

There was no public comment.

8. New business/future agenda items. Speaker: Charles Sheehan, Chief Policy and Public Affairs Officer (Discussion)

Charles Sheehan, Chief Policy and Public Affairs Officer, discussed the January Operations Committee meeting including discussion on the budget and a presentation on a marine flair collection event.

Commissioner Stephenson discussed the Commission's regular November meeting date and having a joint meeting with the Municipal Transportation Agency Board of Directors.

President Bermejo discussed a future discussion about a recent C40 conference.

9. Adjournment.

The meeting was adjourned at 6:33 p.m.

The next meeting of the Commission on the Environment Operations Committee is scheduled for Wednesday, January 15, 2020 at 5:00 p.m. in City Hall, Room 421.

** Copies of explanatory documents are available at (1) the Commission's office, 1455 Market Street, Suite 1200, San Francisco, California, 94103 between the hours of 9 a.m. and 5 p.m., Photo identification is required for entry to the building. (2) on the Commission's website <http://www.sfenvironment.org/commission>; (3) upon request to the Commission Secretary, at telephone number 415-355-3709, or via e-mail at Anthony.E.Valdez@sfgov.org. If any materials related to an item on this agenda have been distributed to the Committee after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available on the Commission's website <http://www.sfenvironment.org/commission> as attachments to the agenda or meeting minutes.

Important Information

Anthony Valdez, Commission Secretary
TEL: (415) 355-3709; FAX: (415) 554-6393

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